

## NOTICE OF BOARD MEETING

### HEBER-OVERGAARD FIRE DISTRICT BOARD OF DIRECTORS

Pursuant to A.R.S. 38-431.02(C). Notice is hereby given to the members of the Heber-Overgaard Fire District and the general public that the Heber-Overgaard Fire District will hold a meeting open to the public on August 19, 2024 at 6pm in the Heber-Overgaard Fire Station, Overgaard, Navajo County, Arizona. The Board may vote to go into executive session, which will not be open to the public to discuss certain matters.

Pursuant to the Americans with Disabilities Act (ADA), the Heber-Overgaard Fire District endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need an accommodation for a meeting, please contact the Fire District's Administration at 928-535-4346 at least 48 hours prior to the meeting so that an accommodation can be arranged.

#### Pledge

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS:
2. APPROVAL OF MINUTES:

A. Regular Session minutes of July 15, 2024

#### **MOTION to accept the July 15, 2024 Board Meeting Minutes as presented**

3. REPORTS AND CORRESPONDENCE:
  - A. July 2024 Fire & EMS Reports
  - B. July 2024 Fire Chief's Report
  - C. Chief's Power Point presentation
  - D. Battalion Chief presentation

#### **MOTION to accept the July 2024 Reports and Correspondence as presented.**

4. FINANCIAL REPORTING: July 2024 Financial and Ambulance Financial Statements.  
**MOTION to accept the July 2024 Financial and Ambulance Financial Statements as presented.**
5. CALL TO THE PUBLIC:
6. OLD BUSINESS:
7. NEW BUSINESS:
  - A. Swearing in and pinning of new Engineer Mark Hansen.
  - B. Reminder to make sure bill.com is checked regularly to pay bills. Notifications can be set up in bill.com to email you when there are invoices to be approved.
  - C. Discussion and possible action regarding the Heber Overgaard Procurement Policy.
  - D. Discussion and possible action regarding a Type 3 Engine.

8. ADJOURNMENT:

SOME BOARD MEMBERS AND/OR DISTRICT ATTORNEY MAY APPEAR TELEPHONICALLY ON ABOVE AGENDA ITEMS OR EXECUTIVE SESSIONS. A COPY OF THE AGENDA BACKGROUND MATERIAL PROVIDED TO BOARD MEMBERS (WITH THE EXCEPTION OF MATERIAL RELATING TO POSSIBLE EXECUTIVE SESSIONS) IS AVAILABLE FOR PUBLIC INSPECTION AT THE FIRE DEPARTMENT FROM 8:00 A.M. TO 4:00 P.M. DAILY. UNDER A.R.S. SECTION 38-431.03 (A). THE BOARD RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION ON ABOVE AGENDA ITEMS WHEN NEEDED, ARS 38-431.03 (D) FOR LEGAL ADVICE ON ANY OF THE ABOVE AGENDA ITEMS OR ANY MATTER OF PROCEDURE.

**Executive Sessions are Confidential.**

Call to the Public A.R.S 38-431.01. (H). A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

POSTED AT THE HEBER/OVERGAARD FIRE STATION, ON DATE: 8-15-24

**HEBER-OVERGAARD FIRE DISTRICT BOARD  
BOARD MEETING MINUTES  
August 19, 2024**

The meeting was called to order by Roger Owens at 18:00.

Attendees:

Roger Owens, Chairman  
Steven Grumkoski, Board Clerk  
Mike Brewer, Board Member

Gary Martin, Board Member  
Mark Dahl, Board Member  
Jason Payne – Fire Chief

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS:

2. APPROVAL OF MINUTES:

- A. Regular Session minutes of July 15, 2024

**MOTION made by Mark Dahl to accept the Regular Session Board Meeting minutes of July 15, 2024 as presented. Gary Martin SECONDED the MOTION. All In Favor.**

3. REPORTS AND CORRESPONDENCE:

- A. July 2024 Fire & EMS Reports  
B. July 2024 Fire Chief's Report  
C. Chief's Power Point presentation  
D. Battalion Chief presentation

**MOTION made by Steven Grumkoski to accept the Reports and Correspondence as presented. Gary Martin SECONDED the MOTION. All in Favor.**

4. FINANCIAL REPORTING: July 2024 Financial and Ambulance Financial Statements.

**MOTION made by Mike Brewer to accept the July 2024 Financial and Ambulance Financial Statements as presented. Steven Grumkoski SECONDED the MOTION. All in favor.**

5. OLD BUSINESS:

6. NEW BUSINESS:

- A. Swearing in and pinning of new engineer Mark Hansen  
B. Reminder to make sure bill.com is checked regularly to pay bills. Notifications can be set up in bill.com to email you when there are invoices to be approved.  
C. Discussion and possible action Heber Overgaard Procurement Policy.

**MOTION made by Gary Martin to accept the Procurement Policy with a correction of "for approval" under the policy statements. Mark Dahl SECONDED the MOTION, All in favor.**

- D. Discussion and possible action regarding a Type 3 Engine.

**MOTION made by Mike Brewer to purchase the Boise Mobile Equipment Type 3 Engine, not to exceed \$570,000. Gary Martin SECONDED the MOTION. All in favor.**

7. CALL TO THE PUBLIC:

8. ADJOURNMENT:

**MOTION made by Steven Grumkoski to Adjourn. Mike Brewer SECONDED the MOTION. All In Favor. 18:52**

Respectfully Submitted,  
Olivia Valencia



R. Owens

M. Brewer



M. Dahl



G. Martin



S. Grumkoski



**Fire Chief Jason S. Payne**

## July 2024 Fire Chief Report

### Wildland Update

- No current Fire Restrictions for Navajo County
- Fire season has been busy for June and July. We have sent out multiple units for fires in Arizona, New Mexico, California, and Oregon. From local fires team assignments to Pacific Northwest fire season has proven to be one of the busiest in recent years. I will give a full update at the board meeting.

### Apparatus Update

- Rescue 71 In service
- Rescue 72 is OUT OF SERVICE due to Elk incident (Insurance claim in progress)
- Engine 71 in service and returned back to us from AFCA.
- Attack-71 in service
- E72 in service as reserve engine
- E73 (type 3) in service (Out of Service with a large repair bill)
- Tender 71 and 72 in service
- Brush 71 and 72 in service
- BC-71 in service
- F-71 is back in service but will be back at Ford for repairs warranty.
- Tahoe is here and being outfitted and will be in service as Fire 71 early July.

### Bullet points

- HOFD Firefighter workman comp claim for injury
- Wildland fire season is in full force across Arizona, New Mexico, California and Oregon.
- Fire Prevention and safety survey inspections are in progress making great progress
- High risk commercial inspections are taking place with the State, and County inspectors
- Wildfire Fire Restrictions meetings are done for the year
- Southwest Incident Management teams receiving assignments (Nationally Level 5)
- NAFCAs meeting of 2024 with all cooperators.
- NPC Fire advisory meeting on Fire Academy classes
- Meeting with Monti on insurance claims
- Bi-Monthly Chiefs meeting



**Fire Chief Jason S. Payne**

- Bi-Monthly Captains meeting
- NWS high weather behavior meetings every week
- First Due asset management side working with
- Auto-Aid Group Meetings moving to a complete auto-aid with all departments (Monthly)
- Attended multiple HOA meetings (Monthly)
- Chamber of Commerce meetings (Monthly)
- University of Arizona quality assurance EMS meetings (Monthly)
- NAFCA meeting (Monthly)
- Community CPR Class (Monthly)
- HOCRN Meetings (Monthly)
- Crisis Response Team meeting (Monthly)
- Annual Reviews (Monthly)
- Show Low dispatcher meeting (Monthly)
- Summit Base Hospital Run Review (Monthly)
- Medical Billing Data collection monthly meeting (Monthly)
- Monthly year end grant funding reports due



**Fire Chief Jason S. Payne**

<b>EMS – Billing Summary</b>	<b>JUL</b>
ALS Transports	67
BLS Transports	6
Deceased	3
Helicopter	0
Patient Refusals	24
<b>Total Billing Summary</b>	<b>100</b>
<b>FIRE – Run Summary</b>	
Fire	4
Rescue & EMS	104
Hazardous Condition	0
Service Call	14
Good Intent Call	10
False Alarm & False Call	4
Weather & Nat Disaster	0
Special Incident - Wildland	3
<b>Total FIRE Calls</b>	<b>139</b>
<b>ACTIVITY –Summary</b>	
Community Events	1
Burn Permit	8
Firewise Inspection	0
Public Assist	7
Residential Lockbox Install	9
Lift Assist	8
Vehicle Lockout	4
Public Education	2
<b>Total ACTIVITY Calls</b>	<b>39</b>

Heber Overgaard Fire District  
 Division of Administration



**Fire Chief Jason S. Payne**

EMS – Billing Summary	(YTD-2024)		JAN	FEB	MAR	APR	MAY	JUN	JUL
ALS Transports	321	68.15%	50	41	29	42	47	45	67
BLS Transports	21	4.46%	2	0	3	2	1	7	6
Deceased	7	1.49%	1	0	1	1	0	1	3
Helicopter	6	1.27%	0	1	1	3	1	0	0
Patient Refusals	116	24.63%	16	22	7	12	17	18	24
<b>Total Billing Summary</b>	<b>471</b>		<b>69</b>	<b>64</b>	<b>41</b>	<b>60</b>	<b>66</b>	<b>71</b>	<b>100</b>
<b>FIRE/EMS – Run Summary</b>	<b>(YTD-2024)</b>								
Fire	21	2.97%	2	5	2	3	4	1	4
Rescue & EMS	496	70.25%	76	65	45	62	69	75	104
Hazardous Condition	8	1.13%	2	1	2	1	1	1	0
Service Call	127	17.99%	13	21	10	20	22	27	14
Good Intent Call	25	3.54%	0	6	2	0	4	3	10
False Alarm & False Call	25	3.54%	2	1	4	5	6	3	4
Weather & Nat Disaster	0	0.00%	0	0	0	0	0	0	0
Special Incident - Wildland	4	0.57%	0	0	1	0	0	0	3
<b>Total FIRE/EMS Calls</b>	<b>706</b>		<b>95</b>	<b>99</b>	<b>66</b>	<b>91</b>	<b>106</b>	<b>110</b>	<b>139</b>
<b>ACTIVITY –Summary</b>	<b>(YTD-2024)</b>								
Community Events	8		0	0	2	1	1	3	1
Burn Permit	48		8	5	3	10	10	4	8
Firewise Inspection	5		0	0	0	0	4	1	0
Public Assist	29		3	3	3	5	4	4	7
Residential Lockbox Install	19		2	3	2	2	0	1	9
Lift Assist	46		7	7	3	4	10	7	8
Vehicle Lockout	49		5	9	5	9	10	7	4
Public Education	14		0	0	0	1	10	1	2
<b>Total ACTIVITY Calls</b>	<b>209</b>		<b>25</b>	<b>27</b>	<b>18</b>	<b>32</b>	<b>40</b>	<b>28</b>	<b>39</b>